


**SECRET**

29 MAY 1973

MEMORANDUM FOR: Special Assistant for Information Control, DDM&S  
FROM : Chief, Support Services Staff  
SUBJECT : Agency Records Holdings

The enclosed memorandums were mentioned in the DDM&S Staff Meeting of 29 May 1973. They are the result of the 14 May 1973 DDM&S memorandum to the other directorates on Agency records holdings. You will note that the DDO 1972 inventory was released 5 December 1972 and not in July 1972. The DDO figures received in December are used the following July. This procedure was set up and agreed upon in a CIA Records Management Board meeting held on 23 June 1970. A copy of page 2 of the minutes of that meeting is enclosed.

  
Chief, Support Services Staff

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Attachments

DDM&S/SSS/LRF:jl (29 May 1973)

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